

IDENTIFY HAZARDS

TRAVEL TO LEAVE LOCATION:

Starting leave late

Driving at Night

Extended Driving

Car/Motorcycle Condition

Financial position (enough money for the entire period/emergency funds)

Holiday Traffic

Personal Medical Condition

Motorcycle Driving (safety course completion)

Inexperienced Driving

Getting Lost

IDENTIFY HAZARDS (cont.)

AT LEAVE LOCATION:

Weather Condition Change from Duty Station

Driver and Car prepared?

Auto Accidents

DUI

HAZARD ASSESSMENT/CONTROL S TRAVEL TO LEAVE LOCATION:

Starting leave late 2

--Start leave at the end of a half work day, i.e., Noon

Driving at Night 3

--Safety/awareness brief, i..e. Safety Standdown with police/CHP driving brief

Extended Driving 2

--Approve routes, limit driving distances (400 miles per day or 8 hours) with approval from Safety Officer for

--Consider Commercial Airlines.

--Public Transportation (Bus).

Car/Motorcycle Condition 4

--Require an inspection on every vehicle used for leave by Division Officers, Base Police or DMV.

Financial position (enough money for the entire period/emergency funds) 4

--Assessment by each Division Officer/Chief or command Financial Officer to determine emergency/contingency (to include auto repair, poss. Airfare, leave available).

Holiday Traffic 3

--Safety/awareness brief, i..e. Safety Standdown with police/CHP driving brief .

--Establish routes and times for heavily congested areas to the maximum extent possible.

HAZARD ASSESSMENT/CONTROL S (cont.)

TRAVEL TO LEAVE LOCATION:

Personal Medical Condition 5

--Pre-screen extended drivers, i.e. fatigue, medication

--Have Corpsman screen medical records for members on prescriptions. Ensure enough medicine for leave period.

Motorcycle Driving (safety course completion) 4

--Consider alternatives to winter motorcycle driving.

--Navy endorsed motorcycle safety course completion.

--Safety standdown including topic on motorcycle driving.

Inexperienced Driving 2

--Encourage carpools to the maximum extent possible.

--Safety standdown with topics including driving in varying conditions, locations.

Getting Lost 5

--Ask member for intended routes of travel during vehicle inspections/Safety Officer screening.

HAZARD ASSESSMENT/CONTROL S (cont.)

AT LEAVE LOCATION:

Weather Condition Change from Duty Station 2

Driver and Car prepared?

--Avoid driving during inclement weather. Be prepared for contingencies. Recognize Limitations

--Applicable briefs given at Safety Standdown prior to leave.

Auto Accidents 3

--Execute defensive driving techniques

--Applicable briefs given at Safety Standdown prior to leave.

DUI 3

--Encourage taxi use.

--Buddy system/Designated Driver.

--Stress consequences and DUI rules in local states and cities at Safety Standdown.

HARARD ASSESSMENT/CONTROL S (cont.)

RETURN TRAVEL TO DUTY STATION:

Starting return trip late 1

--Establish overlapping work day for return/2nd leave start for 1400/1500.

Auto/Motorcycle problems on return 4

--Ensure auto inspection was performed prior to individual starting leave.

--Ensure emergency repair/credit card available to member prior to leave.

Holiday Traffic 3

--Routes determined before leave.

--Safety Standdown addressed associated problems.

IMPLEMENT CONTROLS (cont.)

TRAVEL TO LEAVE LOCATION:

MEDICAL SCREEN

Personal Medical Condition 5

COORDINATE A SIGN-UP LIST

Inexperienced Driving 2

--Ask member for intended routes of travel during vehicle inspections/Safety Officer screening.

IMPLEMENT CONTROLS (cont.)

AT LEAVE LOCATION:

PRE-HOLIDAY SAFETY STANDDOWN

Weather Condition Change from Duty Station 2

Auto Accidents 3

DUI 3

IMPLEMENT CONTROLS (cont.)

RETURN TRAVEL TO DUTY STATION:

COMMAND POLICY ESTABLISHING HOLIDAY LEAVE GUIDELINES

Starting return trip late 1

SAFETY OFFICER CHECKLIST

Extended Driving 2

DIVISIONAL PRE-LEAVE CHECKLIST

Auto/Motorcycle problems on return 4

Car/Motorcycle Condition 4

Financial position (enough money for the entire period/emergency funds) 4

Getting Lost 5

PRE-HOLIDAY SAFETY STANDDOWN

Holiday Traffic 3 (Also part of Division check-list for routes)

Motorcycle Driving (safety course completion) 4

SUPERVISE

HOLIDAY CHECKLIST

1. Destination route/map; limit driving to 400 miles or 8 hours.
2. Mode of Transportation.
3. Are you taking any medications?
4. Has your car/motorcycle been inspected by supervisor/Division Officer?
5. Have you attended the Safety Standdown?
6. Have you held a drivers license for > 5 years?
7. Are you driving alone?
8. Are you a member of an auto club (or thought of getting a membership)?
9. Do you have available funds (cash or credit card) for emergencies/contingencies?
10. Do you have emergency phone numbers (or cellular phone)?
11. Estimated time for your departure to return to duty station in time?

Adjust Checklist as required to tailor particulars